



DEPARTMENT OF THE NAVY  
OFFICE OF THE SECRETARY  
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SECNAVINST 1520.8A  
OP-093  
30 November 1987

**SECNAV INSTRUCTION 1520.8A**

**From: Secretary of the Navy**

**Subj: ARMED FORCES HEALTH PROFESSIONS SCHOLARSHIP PROGRAM (AFHPSP)**

**Ref:** (a) DODDIR 1215.14 of 4 Feb 75 (NOTAL)  
(b) SECNAVINST 1120.6A (NOTAL)  
(c) SECNAVINST 1120.8A (NOTAL)  
(d) SECNAVINST 1120.12 (NOTAL)  
(e) SECNAVINST 1120.13A (NOTAL)  
(f) Manual of Naval Officer Manpower and Personnel  
Classifications, Vol I (NAVPERS 15839E)  
(g) SECNAVINST 5350.10A  
(h) SECNAVINST 1920.6A  
(i) SECNAVINST 1520.11  
(j) SECNAVINST 1210.5A  
(k) SECNAVINST 1000.7D  
(l) SECNAVINST 5214.2B

(R)

**Encl: (1) Application Procedures for AFHPSP**

1. **Purpose.** To establish policy and procedures for use of the Armed Forces Health Professions Scholarship Program (AFHPSP) under reference (a).
2. **Cancellation.** SECNAVINST 1520.8 and all regulations and memoranda providing guidance on AFHPSP issued prior to the date of this instruction.
3. **Applicability.** This instruction applies to:
  - a. Civilian and military applicants.
  - b. Current participants in the AFHPSP.
  - c. Reserve officers on the active duty list in the Medical Corps, Dental Corps, Nurse Corps, and Medical Corps competitive categories.
4. **Policy.** Department of the Navy policy is to use AFHPSP to help meet future annual accession requirements for entry level health care professionals on the active duty list as one element in the accession plans required by references (b) through (e). The scholarship program for each health care competitive category will be applied at the minimum level necessary to meet accession requirements after making optimum use of less costly accession programs and after making use of the Uniformed Services University of the Health Sciences (USUHS) to provide career-motivated Regular officers in the health sciences. To be able to meet changing

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requirements for primary care medical officers, emphasis will be placed on accession of third and fourth year students. A proportionate share of four year students will be accessed to enable entry level physicians who complete a Navy internship to serve an operational tour and remain in the Navy for residency training, either inservice, full-time outservice, or deferred programs. Navy accession planning must balance the requirements for flexibility and longer active duty service obligations.

a. AFHPSP also may be used for internship (GPE-1) training of entry level health professionals and to supply candidates for graduate professional education (GPE) for advance health care specialties authorized by the Chief of Naval Operations (CNO) and assigned a specialty classification code in part A of reference (f) when authorized strength in those specialties cannot be met by direct accessions.

b. Naval Academy midshipmen may be recruited into the program within a combined maximum limit of 15 graduates entering AFHPSP and USUHS annually.

A) c. Naval Reserve Officers Training Corps (NROTC) midshipmen may be recruited into the program within a combined maximum limit of 15 graduates entering AFHPSP and USUHS annually.

d. Qualified women will be accepted into the scholarship program for each competitive category to the extent necessary to eliminate under-representation in execution of Affirmative Action Plans established under reference (g). Representation will be calculated for each competitive category based on the proportion of billets that are directly limited by statutory constraints on women in combat.

e. AFHPSP scholarships awarded each year must be limited to the health care specialties authorized annually by the Assistant Secretary of Defense (Health Affairs) (ASD(HA)) under reference (a). Total AFHPSP scholarships in effect as of the end of each fiscal year must not exceed the allocation made by ASD(HA) under reference (a).

f. Active duty officers of the Navy and Marine Corps may be recruited into the program to the extent the losing competitive category and designator or Military Occupational Specialty (MOS) is not reduced below authorized strength.

5. Authorized Specialties and Scholarships. To make best use of AFHPSP in meeting accession requirements for health care professionals, CNO will review accession plans developed under references (b) through (e) annually. For any entry level specialty in which accession requirements to attain and maintain authorized strength have not been or are projected not to be met for 3 consecutive years, using all other accession sources, AFHPSP is appropriate. The Deputy Chief of Naval Operations (Manpower, Personnel, and Training) (DCNO(MPT)) will prepare a request from Assistant Secretary of the Navy (Manpower and Reserve Affairs

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(ASN(M&RA)) to ASD(HA) with full supporting justification to authorize a specified number of AFHPSP scholarships for each such specialty. These proposed requests should be submitted to ASN(M&RA) by 1 July for the coming fiscal year.

6. Basic Qualifications. The citizenship, age, moral character, and physical qualifications for AFHPSP are those specified for the applicable competitive category in references (b) through (e). DCNO (MPT) may waive maximum age up to 36 months for prior military service on a case-by-case basis when AFHPSP program goals cannot be met with qualified applicants who meet the age limitations.

7. Professional Qualifications. Candidates must be accepted for admission to or enrolled in an accredited institution in the United States or Puerto Rico, in a professional education program qualifying for the applicable competitive category and specialty in references (b) through (e). For completed course work a cumulative grade point average of 3.0 on a 4.0 scale must have been attained.

8. Performance Standards. Active duty personnel must have no record of conviction by courts-martial, nor have been awarded non-judicial punishment, nor have been convicted by a civil court for any offense, other than minor traffic violations, for the two year period immediately preceding 1 July of the calendar year in which application is made.

9. Persons Eligible

a. Qualified civilians.

b. All Navy and Marine Corps officers on active duty who have completed their initial active service obligation prior to appointment in the program, except for the following:

(1) Officers serving under obligations incurred through Department of Defense funded education programs, naval flight officer training, or naval flight training must complete the minimum required obligated service for those programs plus any additional obligated service incurred in conjunction with aviation cross training, transition, or replacement training prior to being made available.

(2) Nuclear trained officers must have either completed assignment as engineer of a nuclear ship or principal assistant of an aircraft carrier/guided missile cruiser, or be senior to officers so assigned. Submarine officers (non-nuclear) must have completed a department head assignment or be senior to those so assigned. Availability will be determined based on community ability to meet requirements.

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c. Midshipmen at the U.S. Naval Academy found qualified by the Superintendent of the Naval Academy based on academic performance, motivation for career service in the Medical Corps, and who have been accepted for admission to an accredited institution.

d. All Navy and Marine Corps active duty enlisted personnel, except those enrolled in another Navy subsidized officer accession program.

e. Inactive Navy and Marine Corps Reserve personnel (officer and enlisted), except nuclear trained naval officers eligible for reassignment to duty as nuclear propulsion trained officers.

10. Appointment. Upon acceptance into the program, participants will be required to accept a Reserve appointment in the grade of ensign in the competitive category and designator of the health profession for which selected. Officers previously appointed in a student officer category of a health profession can maintain their grade. All officers will be entitled to the pay and allowance of the grade O1 while performing active duty in the program. Upon completion of the program, participants will be required to accept a superceding appointment as a Reserve officer in the competitive category for which trained.

11. Service Obligation. Appointees will incur an active duty obligation of 2 years for the first 2 years or less of participation in AFHPSP, and 6 months for each additional 6 months of participation in the program. Periods of 15 days or more will be counted as a 6 month period. The obligation will be in addition to any existing active duty obligation. Appointees who incur an active duty obligation of less than 3 years will be required to serve a 3 year minimum term of service on active duty. The difference between the minimum term of service and the active duty obligation can be served while in training on active duty.

12. Disenrollment or Failure to Complete Service Obligation. Student officers who fail to complete the program will be reappointed in a different competitive category to complete any incurred active duty obligation. Student officers not qualified for reappointment will be processed for separation under reference (h). Where failure to complete obligated service is the result of action not initiated by the Government, the member will reimburse the Government for all tuition and other education costs incurred, or proportional share, for the period of obligation not served. The Secretary of the Navy may waive these requirements when such action would be in the best interest of the naval service taking into consideration the recommendations and supporting justification of the DCNO(MPT).

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13. Reimbursement. Officers in the program may not be relieved of their active duty obligation solely because they are willing and able to refund all payments made to them or on their behalf.

14. Active Duty Obligation. Officers in the program will be called to active duty immediately upon completion of course requirements prerequisite to their degrees. Officers selected for internship or residency training in the Navy Active Duty Delay for Specialists (NADDS) program under reference (i) will remain on inactive duty until their training is completed.

15. Active Duty for Training. Officers in the program for more than 1 year will be called to active duty for training (ACDUTRA) for 45 days during each year for military training and professional training directly related to their health care specialty. The Director, Naval Medicine will designate naval activities for ACDUTRA to maximize training and indoctrination value and minimize ACDUTRA costs. While under ACDUTRA orders, officers are subject to the Uniform Code of Military Justice.

16. Pay and Allowances. Officers in the program will be paid a monthly stipend while on inactive duty at the rate specified annually by ASD(HA). Pay and allowances of grade O1 will be paid while on ACDUTRA.

a. Payment of stipend will begin on the date the member executes the Oath of Office, signs the program agreement, or commences the academic curriculum, whichever is latest.

b. Payment of stipend will continue until date of graduation unless the member is suspended or disenrolled from the designated course of study.

c. Payment of stipend will be terminated if the date of completion of the academic program precedes the date of graduation by more than 45 days.

17. Uniforms. Officers in the program are subject to Navy uniform regulations. Uniforms are required to be worn only while on active duty.

18. Scholarship Contracts

a. Tuition and authorized fees for each member of the program will be paid by contracts with the educational institutions. These contracts will be administered by the Director, Naval Medicine or his delegate.

b. Officers of the program will be eligible for reimbursement for costs incurred for required textbooks, equipment, and

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supplies. Reimbursement will be limited to expenses normally incurred by students at the same institution who are not members of the program. Dated, itemized purchase receipts and certification by the educational institution are required for all requests for reimbursement.

c. Officers who become eligible for program benefits during an academic session will be eligible for reimbursement and tuition payment on a prorated basis.

19. Applications. Annually, DCNO(MPT) will establish recruiting quotas for civilians and solicit applications from service personnel for the specialties authorized. Application procedures are detailed in enclosure (l). Naval officers must meet the transfer or redesignation requirements of reference (j). Marine Corps officers must meet the interservice transfer requirements of reference (k).

20. Applicant Selection. The Commander, Naval Medical Command will establish procedures for the professional review of applicants for the program. A board composed of officers in the applicants' competitive category will be used to ensure that the best qualified applicants are selected for the program.

21. Responsibility. CNO is responsible for the conduct of AFHPSP following the guidelines in this instruction.

a. DCNO(MPT) is responsible for:

(1) Establishing civilian and inservice AFHPSP recruiting quotas as an element of accession planning under references (b) through (e).

(2) Preparation, in conjunction with Director, Naval Medicine, with supporting justification, of requests from ASN(M&RA) to ASD(HA) for designation of health care specialties to be included in the program and for the number of scholarships to support DON requirements.

b. Director, Naval Medicine is responsible for:

(1) Determining professional academic qualifications of applicants and of officers in the program under references (b) through (e).

(2) Programming, budgeting, and execution of the scholarship program and associated ACDUTRA.

c. Commander, Navy Recruiting Command is responsible for conduct of the AFHPSP recruiting program following this instruction and references (i) and (j).

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d. Commander, Naval Military Personnel Command, is responsible for determining qualifications of applicants for commission as naval officers under references (b) through (e).

e. Commander, Naval Medical Command is responsible for conduct of the scholarship program including ACDUTRA.

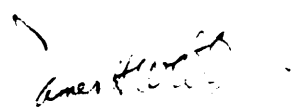
22. Approval. The entitlements portions of this instruction were approved by the DoD Military Pay and Allowances Committee on 15 December 1972.

23. Reports. The reports required by this instruction are exempt from reports control by reference (1).

24. Forms

a. Required forms with stock numbers are: Statement of Personal History (DD 398), SN 0102-LF-000-3982; Request for National Agency Check (DD 398-2), SN 0102-LF-00-4020; Certificate of Personnel Security Investigation, Clearance and Access (OPNAV 5520/20), SN 0107-LF-055-2101; Report of Medical Examination (SF 88), SN 7540-00-634-4038; Report of Medical History (SF 93), SN 7540-00-181-8368.

b. Application for a Commission (NAVCRUIT 1100/11) and Interviewer's Appraisal Sheets (NAVCRUIT 1100/13) are available from the local Navy Recruiting District or Personnel Support Activity Detachment.

  
James H. Webb, Jr.  
Secretary of the Navy

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APPLICATION PROCEDURES FOR AFHPSP

1. Civilians. Apply through local Navy recruiting district offices.

2. Navy and Marine Corps Personnel

a. Navy and Marine Corps officers on extended active duty must submit applications in letter form between 1 August and 30 November of the calendar year prior to the year in which the scholarship is desired. Requests should be submitted to the Commander, Navy Recruiting Command via the chain of command and the Commander, Naval Military Personnel Command (NMPC-213C) or the Commandant of the Marine Corps (MMOA3), Washington, D.C. 20380.

b. Naval Academy Midshipmen must submit applications in letter form via the chain of command, to the Commander, Navy Recruiting Command, prior to accepting a commission upon graduation.

c. Enlisted personnel must submit applications in letter form by 1 January of the year in which the scholarship is desired. Requests should be submitted to the Commander, Navy Recruiting Command via the chain of command.

d. Applications should include the following:

(1) Name, grade/rate, social security number, designator.

(2) Proof of acceptance to an accredited institution.

(3) Program Service Agreement, NAVCRUIT 1110/47.

(4) Two reports of interviews by commissioned officers, including one medical officer (for medical applicants) on Interviewer's Appraisal Sheets (NAVCRUIT 1100/13).

(5) Transcript of college grades.

(6) Statement of Personal History (DD 398).

(7) Commanding officer's endorsement.

(8) Request for National Agency Check, DD 398-2 or DD Form 1584, indicating the following address in the "Return Results to" box: Naval Military Personnel Command (NMPC-8114), Washington, D.C. 20370-5011 or a copy of the Certificate of Personnel Security Investigation, Clearance and Access (OPNAV 5520/20).

Enclosure (1)



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(9) Contingent resignation, including the following statement, "I hereby tender my resignation from the (U.S. Navy, U.S. Naval Reserve, U.S. Marine Corps, U.S. Marine Corps Reserve) and request that it be accepted contingent upon final approval of my application for commission as a Reserve officer in the Armed Forces Health Professions Scholarship Program." (OFFICERS)

(10) Application for Commission, NAVCRUIT 1100/1 in duplicate. (ENLISTED)

(11) Current Report of Medical Examination, SF 88 and Report of Medical History, SF 93.

(12) Certified copy of the results of the Medical College Admission Test (medical applicants).

(13) Statement of Understanding (Regular and Reserve officers) "I understand that upon completion of the program, my entry grade credit and date of rank upon appointment in the (Medical, Dental, Nurse, Medical Service) Corps shall be determined in accordance with regulations in effect on the date that I sign the Oath of Office for commissioning in the Armed Forces Health Professions Scholarship Program. I am aware that under current regulations I will not receive full credit for prior commissioned service."

(14) Medical School letter of acceptance when received.